

County Administrator Exploratory Committee Meeting

June 30, 2015

Attendees: Bill Federice, Dick Lape, Amber Bleau, Jim Buzon

Interview Core Questions - The draft of questions and candidate characteristics assessment was finalized. The questions will be used in the interviews with Administrator applicants.

Community Stakeholders Meeting - A brief power point presentation for the July 13th meeting with the Community Stakeholders was discussed. Bill will draft the presentation and email it to the members of the Supervisor's Committee for their review and comment.

Terms of Offer to Successful Candidate - There was a discussion regarding the length of the term for the Administrator, the possibility of relocation expenses and any potential obligations the county may have to the successful applicant. Those decisions will be made by the Board of Supervisors before an offer is extended.

Budget Officer and Economic Development Responsibility - The Committee addressed the pending openings of these two responsibilities and how it would relate to the Administrator. A consensus was reached which will be recommended to the Board at the July meeting.

The Committee will next meet on July 9 at 8:30 am in Room 360 in the County Office Building.

Administrator Selection Committee Meeting Highlights - July 9, 2015

Attendees: Bill Federice, Dick Lape, Amber Bleau, Carl Barbic, Barb Schaffer

Personnel update - Barb has received transcripts for six of the seven candidates and is expecting the remaining one soon. Interview times and dates have been finalized for July 20 and 21. New York State Civil Service has assigned a number to our job classification request and should be evaluating it soon.

Community Stakeholders Meeting - We will meet with the Community Stakeholders July 13 to discuss the core interview questions and the candidate assessment criteria.

Personnel Committee Interviews - We will meet with the Personnel Committee to discuss the interview process and schedule.

FINANCE COMMITTEE MINUTES

July 15, 2015

Committee members present: Chairman Carl Barbic, Gene Milone, Sandy Manko, Larry Bradt, Leo McAllister, Phil Skowfoe and Sean Jordan

Others present: Bill Cherry, Sheriff Desmond, Sheryl Largeteau, Doug VanDeusen, Barb Schaffer, Dr. Gildemeister, Paul Brady, Scott Haverly, Dan Crandell, Undersheriff Stevens, Lt. Newman, Bill Federice, Dick Lape, Don Smyers-Cornell Coop. Ext., Lynn Basselan and Wanda Colyer

Chairman called meeting to order at 4:50 pm.

Equipment

Motion by McAllister, seconded by Milone, authorizing the Sheriff's Department to purchase 18 Homeland Security compliant radios, not to exceed \$42,000. This is 100% grant funded and the money is in the 2015 budget. Motion carried.

Cornell Cooperative Extension

Don Smyers, Director, addressed the committee regarding a grant they received from Empire State Development. The grant was for \$50,000 for a feasibility study "Cobleskill Regional Food and Agriculture Enterprise Center". The consultant hired has done this in many places. There is potential for a food hub and food enterprise center. They want the study completed by early Fall. There will be a site visit and the growers will be visited. There is potential for agricultural economic development. I feel this will be good for the Mohawk Valley.

E911 Center

Mr. Cherry stated there was \$345,000 budgeted for the new E-911 Center. The Board of Supervisors approved the project at \$650,000. I recommend using money that is in our existing budget for the remainder. There is a possibility that it can be taken from the Solid Waste/Recycle Reserve or the General Fund Balance. Mr. Skowfoe stated that the solid waste money is set aside in case the County needs to run the transfer station and equipment that may be needed. Discussion ensued regarding the solid waste process and funding. Mr. Skowfoe stated that the money received for the Fire Training Facility was money they did not anticipate and felt that would be a good option.

Streambank Project

Mr. Cherry stated there was \$3 million owed to the contractors and only \$2.9 million left on the bond. As CFO he recommended not paying them until NRCS has issued a redaction of their suspension. Mr. Skowfoe stated the contractors are working under the Board's direction and if they pull off we will be in trouble. Mr. Milone commented that the necessary corrections need to be made so NRCS will release the funding. Mr. Lape stated that AECOM has to understand the NRCS has stipulations which need to be taken care of immediately. Mr. VanDeusen advised that AECOM has issued a response to address the issues cited by NRCS.

Motion by Milone, seconded by McAllister, that there are no additional expenditures for the EWP project until the NRCS suspension is lifted. Motion carried.

Iroquois Gas

Attorney Stuart Klein addressed the committee with a recommendation for a lawsuit settlement and PILOT agreement with Iroquois Gas to resolve the outstanding assessment and tax certiorari disputes. The Towns of Carlisle, Esperance, Schoharie and Wright have all adopted resolutions supporting this. He stated that he will be addressing Schoharie School at their meeting tonight. This is a 14 year agreement. The first two years the assessment will remain the same as the current assessment, each year thereafter it will increase 2%.

Motion by Milone, seconded by Bradt, to recommend the settlement agreement with Iroquois Gas to the Full Board. Motion carried.

Budget Officer Report - Mr. Cherry

- **Monthly overtime report** - attached.
- **Streambank Project cash-flow and reimbursement report** – attached.
- **Monthly Cash-flow report** – attached.
- **Sales Tax Revenue monthly analysis** – attached.
- **Flood Recovery Capital Project Financial Report** – attached.
- **Transfers & Budget Amendments Resolution.**

Motion by Milone, seconded by McAllister, to approve the transfers and budget amendments as recommended by the Budget Officer. Motion carried.

Other Business

Sheriff Desmond requested a backfill of a full-time dispatcher. Chairman Barbic referred this to the Personnel Committee. Mr. Skowfoe asked about the mandatory cap and where the county stood in relation to it. Ms. Schaffer stated that we are under the cap.

Contract

Motion by Skowfoe, seconded by Milone, to authorize the Chairman to sign a contract between OFA and Lang Media for a billboard advertisement not to exceed \$2,470. This will be funded through the NY Connects program. Motion carried.

Motion by Bradt, seconded by Jordan, to adjourn at 5:52 pm. Motion carried.

MINUTES FROM THE BUILDINGS AND PURCHASES COMMITTEE MEETING

JULY 7, 2015

Present: Supervisor Gene Milone, Supervisor Larry Bradt, Supervisor Sandra Manko, Supervisor Bill Smith, Supervisor Bill Federice, Supervisor Tony VanGlad, Commissioner Dan Crandell

Supervisor Earl VanWormer excused.

Supervisor Larry Bradt called the meeting to order at 6:40 p.m.

Request for Use of County Facility Permit: The Schoharie Promotional Association has requested the use of the Courtyard, County Office Building Lawns and County Parking Lots on September 12, 2015 from 9:00 a.m. to 4:00 p.m. for a Craft Fair. Supervisor Milone made a motion to recommend to the Board that the Schoharie Promotional Association be allowed to use the Courtyard, County Office Building Lawns and County Parking Lots on September 12, 2015 from 9:00 a.m. to 4:00 p.m. for a craft fair. Supervisor Federice seconded. The motion carried.

PSF Kitchen: The stainless steel kitchen workstations were all removed by the Buildings and Grounds crew. This is to make room for record storage as per the Board. Commissioner Crandell stated that he has spoken to our FEMA coordinator and we do have the okay to dispose of the materials. Supervisor Federice asked what condition the equipment is in after the flood. The doors were sealed and the seal was not compromised until it was opened after the flood. Supervisor Milone asked what size the workstations are. Commissioner Crandell stated that they are institutional size. Discussion followed regarding whether to put into auction or offer to fire departments or non-profits.

Supervisor VanGlad made a motion to declare the stainless steel kitchen workstations from the PSF surplus. Supervisor Milone seconded. The motion carried.

Supervisor VanGlad made a motion to recommend to the Board that a letter be sent to Fire Departments offering them the kitchen equipment before sending the equipment to auction. Supervisor Federice seconded. The motion carried.

Supervisor VanGlad made a motion to adjourn. Supervisor Federice seconded. The meeting was adjourned at 7:00 p.m.

MINUTES FROM THE HIGHWAY COMMITTEE MEETING

JULY 7, 2015

Present: Supervisor Tony VanGlad, Supervisor Bill Smith, Supervisor Sandra Manko, Supervisor Larry Bradt, Supervisor Gene Milone, Supervisor Bill Federice, Commissioner Dan Crandell.

Supervisor Earl VanWormer excused.

Chairman VanGlad called the meeting to order at 7:05 p.m.

Elevator at PSF: The bid for the repair of the elevator was awarded to Bay State. The repairs should be finished by end of summer.

Stryker Road Repair: Commissioner Crandell stated that we have applied for an extension with FEMA for this project. There is a September 3rd deadline for completion of this project. We are still proceeding with the design phase for this. We are waiting to hear from FEMA.

Working Projects:

- CC Camp Road Bridge – the punch list is being worked on, should be completed by July 10, 2015.
- Stone Store Road Bridge – it is open to traffic. We are paving and doing the site work.
- Howes Cave Road Bridge – The demolition is complete. They are installing the piles.
- Flat Creek Road FEMA project – Work is progressing. The E.I.C is dealing with many different soil types.

FHWA Roads and Bridges:

- Barnerville Slope Project – We are still doing work on this to keep the project open. We are hoping for additional funding to complete the repairs. Don't know with the situation with the Federal Highway Funding.
- Shady Tree Lane Bridge – This project is progressing.
- Moxham Road Bridge – This was funded for \$800,000 for repairs under MAP-21. Commissioner Crandell stated that this was just about half of what it would cost to replace the bridge. This is one of the most concerning bridges in the County. There is no federal funding for replacement under the current federal/state program. It would require 100% County funds to replace at this time. Commissioner Crandell would like to have a letter sent to our Congressmen and Senators asking for support of the Federal Funding. More discussion followed. Supervisor Milone made a motion to have the Board send a letter to the Congressmen and Senators for their support of the Federal Funding. Supervisor Federice seconded. The motion carried.

Road Maintenance: Commissioner Crandell stated that we are doing tree cutting, paving and road maintenance. Supervisor Manko asked if Argusville Road will be repaired this year. Commissioner Crandell stated that it has been started.

General Information:

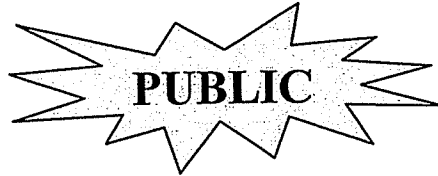
- The NYSDOT Snow & Ice Agreement Extension for 2015 – 2016 needs to be signed. This is for \$316,618.71. Supervisor Federice asked what happens if we spend more than this on the State Roads. Commissioner Crandell stated that it is a time and materials contract. We are reimbursed whatever we spend. If it is less than this, we still get the minimum amount.
Supervisor Milone made a motion to recommend to the Board that the Chairman sign the NYSDOT Snow & Ice Agreement Extension for 2015-2016. Supervisor Bradt seconded. The motion carried.

Commissioner Crandell has been meeting with the Town Highway Superintendents and Constitution Pipeline to standardize a Traffic Plan and Road Use Permit. This will help when the pipeline is being constructed; waiting for pipe installation details from Constitution Pipeline.

- High Street Road Bridge – The Village of Richmondville has a dam that is close to the abutments of this bridge that is in need of repair or to be taken out. There is no funding for the demolition or replacement of the High Street Bridge. The Village has contacted the military who has a program called Innovative Readiness Training Request for Military Assistance. This program would take down the bridge and breach the dam. However, sponsor, which will be Schoharie County since we own the bridge, has to pay for the engineering and materials. This could be a significant cost. The engineering for this project is beyond our in-house capability.
Commissioner Crandell wanted the committee to be aware of this program as it would have to be included in the 2016 County budget. Supervisor Federice asked what the consequences would be if the County declines to participate.
Commissioner Crandell stated that there would be none, except if the closed bridge collapses there will be cleanup costs and also possible damage to the dam. All costs would be at County expense in that situation.
- Oil Leak at the County Building – Commissioner Crandell received a copy of a letter from the Attorney General's Office stating that Schoharie County owed over \$100,000 for the cleanup costs of the oil leak that occurred and was dealt with during 2010. During 2012 Commissioner Crandell received a copy of a letter from NYSDEC stating that the County could be liable for up to \$100,000 of NYSDEC incurred cleanup costs. Following this letter, Commissioner Crandell spoke to Assemblymen Lopez about this and was told that he would look into it. No other correspondence followed. He has contacted The Assemblyman's office and forwarded the letter to County Attorney Mike West and Treasurer Bill Cherry. NYMIR will only pay \$25,000 towards this claim. He wanted the committee to be aware of this.

Supervisor Milone made a motion to adjourn. Supervisor Federice seconded. The meeting was adjourned at 7:45 p.m.

SCHOHARIE COUNTY



TRANSPORTATION

(518) 234-0952

www.schohariecountypublictransit.com

Transportation Oversight meeting held on Tuesday, July 7, 2015 was opened at 6:05 by Chairman, Gene Milone. In attendance were Gene Milone, Larry Bradt, Sandy Manko, Bill Smith, Tony VanGlad, Bill Federice and Christine Kraemer.

I (Christine) understand Scott Haverly attended the Finance Committee meeting in June to discuss the telephone cable situation at transportation and the problems we have been having with the phone system being down. I understand the Committee's actions to require Verizon to repair/replace their equipment to provide our building with sufficient service since the County is paying for service. As Scott explained we have no backup system and the only phone service we have is the office cell phone which the public does not have the phone number for. I put information on our website message board regarding this and contact all our contracting agencies, county staff, SUNY college but trying to reach the public with this information is very difficult. Sometimes the lines are down for just a day, but the last time it was 4 days and because of our demand response and route deviation services, which require a reservation, the public was not able to access our transportation system. I am asking this Committee to be diligent with Verizon and if Verizon refuses (as was told to Gretchen Randazzo verbally) to act on replacing the service with another company. There was grant funding that I have submitted for in the amount of \$16,000 and I understand this is less than ½ the cost of replacing the cable. I know this is a costly project but our department cannot operate without the public being able to contact us.

Received inquiries from 11 people who are interested in a commuter service to Bassett Cooperstown. Working on a route schedule and anticipate advertising in August with a start date of Tuesday, September 8th (day after Labor Day). No additional staff or buses will be needed as we will do this run before and after our current Cooperstown Route.

Contacted the Otsego County Veterans Office to talk about coordinating our Veteran's service to Albany. Otsego County does not have a handicapped accessible vehicle which we have Veteran's that use mobility devices. Trying to coordinate transportation when we only have one/two reservations will not be possible. SCPT is currently using a van when reservations are low.

The monitor to the camera system has images "burned" onto the screen. IT Department replaced monitor with a used one they had. Requesting to remove this monitor from inventory and discard. Larry Bradt made a motion to remove the camera system monitor from inventory and dispose it, 2nd by Sandy Manko, approved.

Cobleskill Hospital has requested that SCPT be a participant in their emergency evacuation plan as mentioned last month. Per OEM, SCPT does not need to have an interagency agreement as SCPT would be under OEM's emergency plan as a resource for transportation. If the hospital was in a state of emergency, OEM would be contacted for assistance and OEM would contact SCPT if our services were needed.

Cobleskill Hospital is planning a drill to test the new emergency department and how their department would handle a mass casualty situation. SCPT has been called upon to be a participant in this drill. The bus that was originally ARC's that we acquired for use as a training vehicle would be used as well as staff. SCPT would also use this as a drill for staff in the event of an accident. I have contacted Diane Becker at SEFCU insurance asking if the County is exposed to any liability using the bus and a response was given that since the drill is not being sponsored by Schoharie County a request for a certificate of insurance, naming the County as additional insured would be recommended. Larry Bradt made a motion for SCPT to participate in the drill using the training bus pending receipt of the certificate of insurance from Cobleskill Hospital, 2nd by Sandy Manko, approved

Have acquired the website address of www.ridescpt.com. The current website is quite long www.schohariecountypublictransit.com and would like to advertise the new address with permission of this Committee. If our current website address was to be used by the public, it would still direct the public to our website so there would be no loss of public trying to access our website information. Sandy Manko made a motion, 2nd by Tony VanGlad to use the new website address www.ridescpt.com, approved.

MCI is scheduled to be delivered late August.

Outreach is being done by myself and staff. Attended Veteran's information day at the County Building, senior apartments and will be making appointments with senior clubs to do a presentation at their meetings.

Would like to clarify a few items in the draft Policies and Procedures manual concerning maintenance of vehicles. Section 1.6 and 1.7 both refer to DPW performing all maintenance and purchasing of all County vehicles and in Section 3.1 Purchasing and Procurement purchases over \$2,500 an exception is given to DPW for maintenance, parts, etc. but not transportation department. Committee recommended DH to attend meeting on the 7/17 with concerns.

As there was no further business to discuss, Tony VanGlad made a motion to adjourn, 2nd by Bill Federice, meeting adjourned at 6:35.

Respectfully submitted,

Christine Kraemer
Director of Transportation

HISTORICAL COMMITTEE MINUTES

July 14, 2015

Committee Present: Sandy Manko, Chair, Leo McAllister, Shawn Smith, Jim Buzon

Others Present: George McDonnell, Shane Nickle, Nancy Dingee, Carle Kopecky, Judi Beeler, Steve Herzberg, Laurice Salamack, Phil Skowfoe, Joan Radliff

Excused: Sean Jordan, Harold Vroman

Called to order by Ms. Manko at 6:00 pm.

George McDonnell – Youth (reports attached)

- **Events** - June events are listed on the attached report.
- **Office of Children & Family Services**
 - 2015 Resource Allocation Plan (RAP) was approved at last month's Board meeting and has been sent out for approval.
 - Will begin monitoring programs next week and will update the committee on our findings next month.
- **Youth As Leaders (YAL)**
 - Met with new members of the incoming sophomore class. Students are from Cobleskill-Richmondville, Sharon Springs, Gilboa-Conesville and Middleburgh schools.
 - Yearly summer retreat is scheduled for August 13 & 14.
 - Bike Derby had a disappointing turnout this year. The numbers were very low; about 1/2 of an average year. Will review this event in the fall to see how to improve the turnout next year. The event may have to be put on the shelf for awhile.
- **Summer Adventure Program**
 - The program is up and running and off to a great start.
 - Volunteer Bill Griffith has been helping out.
- **Traveling Arts & Crafts Program**
 - In second week of the program.
- **Conservation Field Day**
 - Event is put on by Soil and Water and held at Mine Kill State Park.
 - Games at the event revolve around environmental activities, which help the students learn about ecology.
- **Collaboration with Mental Health**
 - Met with Bonnie Post to collaborate on doing some preventive work together.
 - Bonnie is drafting a letter to the NY Power Authority for funding a combined Youth Bureau & Mental Health staff person. This person will have a social work/mental health background and be able to work directly with youth in the Youth Bureau programs.
 - Bonnie has received approval from her oversight committee for the collaboration.

Mr. S. Smith arrives 6:05 p.m.

Ms. Manko asked if the program was for troubled youth. Mr. McDonnell advised the program would address youth with various issues.

Ms. Manko asked who chooses the students for the Youth as Leaders program. Mr. McDonnell advised that schools choose the students. Committees of teachers and counselors review and discuss nominations and make the final decision. Students chosen show a spark of leadership skills and the group builds confidence in these students.

Carle Kopecky - Old Stone Fort (report attached)

- June was a busy month.

- Three new summer interpreters have been hired and trained. However, one will be returning to college in the fall and will need to be replaced.

Ms. Manko asked how many hours they work. Mr. Kopecky advised that each of them work 2-3 days per week. They are employees of the Historical Society and are paid with County funds.

- The Decoration Day program was held on the traditional date of May 30th; attendance was poor due to the holiday being celebrated one week earlier.

Ms. Manko noted the Independence Day Program was well reported on. Mr. Kopecky stated the Times Journal and Mountain Eagle give good coverage.

Ms. Manko asked about the poor attendance on Decoration Day. Mr. Kopecky noted there were more participants than attendees. Next year the event will be held on the actual Federal holiday, which will hopefully improve attendance. This year the event was expanded to include all wars.

Ms. Manko remarked that the presentation at the Sharon Historical Society was well received.

- The July 4th event went well with good audience participation.

Chamber of Commerce (report attached)

- Reported on meetings and travel shows/events attended.
- Distributed monthly E-newsletters for May, June and July.
- Schoharie Beverage Trail
 - Begins August 1st with a grand opening. Barber's farm is not open yet. Businesses on the trail are Kymar Farm Distillery, Green Wolf Brewery, Royal Meadery and 1857 Spirits (Barber's farm).
 - The Beverage Board has, by invitation only, added restaurants and shops to the trail. These establishments need to offer field to table items in order to qualify.
- The Chamber website offers a new live tourism calendar.
- New Intern Jim Bogart is a college student from SUNY Cobleskill. He is helping to complete updating the website and I Love New York using our Tourism Business Listings document.
- Schoharie Valley Association - 2015 Visitor Demographic Research project - information received from visitors helps with formatting our marketing needs.
- Advertising
 - Matching Partner program includes 11 partners (see report).
 - Broadcast commercials from this program began the first weekend in July.
 - Distributed opportunity for Round 2 participation.
 - The Chamber has ended doing business with Condon Communications.

Ms. Manko asked why. Ms. Stark advised the committee was looking for stories rather than factual information, so the committee made the decision to end services.

- Tourism Grant Program
 - Some of the awardees were Family Farm Days, Vroman's Nose parking lot and Mine Kill.
 - Awardees will provide final reports.
- Rebranding continues. The committee is working with Kurt Pelton on creating a cohesive brand for Schoharie County.
- Future Plans
 - Tourism Coordinator position update. Ms. Stark will be leaving the position in late July. Matt Ladd who currently works at SALT will be taking over the position. Matt is originally from the Watertown area but has lived locally for the past two years.

Ms. Manko wished her good luck in her future endeavors.

- New grant program is being worked on for new events or infrastructure projects.
- Events Sub-Committee is looking to partner with other community organizations to coordinate and promote events throughout the County.
- Tourism Committee is reviewing the past year.

Ms. Manko noted the Occupancy Tax meeting is scheduled for Monday, July 20th at 1:00 p.m. If anyone is interested in attending you are invited to do so.

Shane Nickle – Planning Department (report attached)

- **Community Development Block Grant (CDBG)**

- The County is the sub-recipient for the NY Rising projects and use of Community Development Block Grant-Disaster Recovery (CDBG-DR) funds in the Town of Blenheim and Town of Fulton. A resolution is required to enter into an agreement with the NYS Housing Trust Fund.
- There are policies and procedures the County needs to have in place for any use of Community Development Block Grant (CDBG) funds. Steve has provided us with sample documents.
- Will consult with the County attorney on certain plans and procedures required such as an Affirmative Action Plan, Section 504 policies and procedures to prohibit discrimination on the basis of disability, a Citizen Participation Plan and Procurement of Goods and Services procedures and policies.
- Steve Herzberg and Laurice Salamack from the Governor's Office of Storm Recovery are in attendance at tonight's meeting to offer assistance and answer any questions.

Ms. Dingee suggested forwarding the information to the Rules Committee for review.

Mr. Buzon and Mr. Skowfoe arrive at 6:43 p.m.

Motion by Mr. S. Smith, second by Mr. McAllister to recommend a resolution to enter into a sub-recipient agreement with the NYS Housing Trust Fund and to permit the Chairman of the Board to sign any and all documents on behalf of the County. Motion carried.

Mr. Nickle explained that a public hearing for the Microenterprise program had been held at last month on June 30th and a second will be held at this Friday's Board meeting. A resolution is needed authorizing submission of the application. We are asking for \$200,000 for small businesses, eight of them over 2 years, half of which need to be start up businesses. Businesses are required to have 10% of the money they receive.

Mr. McAllister asked who the grant is administered through. Mr. Nickle advised the IDA administers the grant. Direct payments between \$5,000 and \$35,000 are made to recipients.

Motion by Mr. Buzon, second by Mr. McAllister to recommend a resolution to authorize submission of a FY 2015 Community Development Block Grant Microenterprise Application. Motion carried.

A motion is needed to set the time, date and place for a the public hearing on Agricultural District #3 to be held at the August Board meeting.

Motion by Mr. McAllister, second by Mr. S. Smith to set the time, date and place for the public hearing on Schoharie County Agricultural District #3, 8 year review, in the Board Chambers on August 21, 2015 at 10:00 a.m. Motion carried.

- **County Planning Commission**

- There is a vacancy for an alternate member on the commission.
- Looking for a representative from either Blenheim, Carlisle, Conesville, Esperance, Gilboa, Jefferson, Seward, Sharon or Wright, as they are not currently represented.

- **Creating Healthy Places**
 - Town of Jefferson should have completed their Green project this month.
- **Training**
 - Based on results of the municipal survey, Department of State will provide training on "Farmland Protection and Agricultural Viability."
- **Agriculture**
 - The County received a grant of \$25,000 to update the Agriculture and Farmland Protection Plan.
 - Contract was signed by the Chairman; awaiting final execution by the State.
 - There was a good response to the landowner letter.
 - Ag District #3 is the largest district.
- **Hazardous Mitigation**
 - Most demolitions have been completed as of June 30th.
 - We have applied for extensions on three properties that need asbestos mitigation as there has been difficulty finding licensed contractors.
 - Preparing a Flood Mitigation Assistance grant with the Village of Middleburgh for a property on Baker Avenue
 - Review of the draft floodplain construction zone map is complete and no comments were received. A draft law regarding the zone will be sent to the Town of Broome for consideration.
- **Community Development Block Grant (CDBG)**
 - Ongoing monitoring and project updates will continue until all projects are closed out.
 - The State has monitored four projects (see report). With all 4 projects, there was one finding regarding Section 504 (ADA Compliance). The County must establish grievance procedures and publish them. There were also some concerns regarding the number of documented monitoring visits, how files are maintained and the type of files used. Some issues have already been addressed, such as the type of files used.
 - My Mobie and Corbin Hill Farm projects have been cancelled and the funds de-obligated.
- **New York City Watershed** - The Conesville Flood Commission will meet again on July 27th.
- **Route 7 Plan**
 - Members met on May 28th. The meeting primarily focused on issues within the Town and Village of Richmondville.
- **Land Use/Grant Assistance**
 - Town of Esperance Board has requested assistance in adopting new zoning law regulations. Met with them in June and drafted adoption guidance. Will provide an update draft law soon.
 - As reported previously, a proposed salvage/junkyard project in Richmondville has required technical assistance, especially State Environmental Quality Review (SEQR). A positive declaration was made on the project and the applicant has not yet indicated their intention with undertaking the Environmental Impact Statement or withdrawing their application.

Mr. Skowfoe remarked he had heard they were withdrawing their application for the site and looking at Camp Summit. Mr. Nickle noted he had not been informed of that; the applicant must have decided to do so.

- Consolidated Funding Applications (CFA) for various programs was announced and applications are due on July 31st.
- Our office is working on two CFA applications including an Environmental Protection Fund grant for the Town of Conesville Community Center and a Countywide CDBG Microenterprise grant that the Schoharie County Rural Preservation Corporation/Industrial Development Agency will administer.
- Worked with SALT on a grant to study the feasibility of a Schoharie Valley Trail. Contract package was completed and sent to the Department of State for processing.

Nancy Dingee - Office for the Aging (report attached)

- Monthly activities are noted on the report.
- The new NY Connects Coordinator is tracking appointments and calls and will deal with all long term care issues.

- Attended a conference at the State last month. Several other staff attended as well. The conference had a number of good workshops.
- Have made several purchases from the NY Connects grant such as give away items for Senior Days fair, billboards and radio/newsprint ads.

Ms. Manko inquired as to what types of things were purchased for Senior Days. Ms. Dingee advised she had purchased pill case key chains, pens as well as display pieces.

- Have been approached by the Birches Association to do referral; Bassett Home Care will not do referrals for them. If the committee approves, I will ask them to draw up a letter of intent.

Ms. Manko asked what the Birches Association is. Ms. Dingee advised it is the new housing complex being built in Schoharie.

Ms. Manko asked if the committee had any objections; there were none. Ms. Dingee will follow-up on the letter of intent.

Ms. Dingee presented a contract with Fidelis Care NY for Home Delivered Meal Revenue for approval. The contract covers the cost of delivered meals.

Motion by Mr. Buzon, second by Mr. McAllister to recommend Board approval of the Fidelis Care NY contract for home delivered meals and authorize the Chairman to sign. Motion carried.

Motion to enter into Executive Session at 7:07 p.m. to discuss Office for the Aging contracts and personnel issues and Schoharie County Historical Society personnel issues made by Mr. Buzon, seconded by Mr. McAllister. Motion carried.

Motion to come out of Executive Session made by Mr. Buzon, seconded by Mr. McAllister. Motion carried.

8:20 p.m. Motion to adjourn made by Mr. Buzon, seconded by Mr. McAllister. Motion carried.

Law Enforcement Committee

07/07/2015

Present: McAllister (Chair), Bradt, Bleau, Federice.

Excused: S.Smith, VanWormer

Also Present: Fullford, Hartzel, Stevens.

Called to Order: 5:00pm

COUNTY CLERK OFFICE:

Indy Jaycox, County Clerk (Excused)

Nothing to Report

PROBATION OFFICE:

Denise Minton, Director (Excused)

Nothing to Report

SHERIFF's OFFICE (SEE ATTACHED REPORT):

Tony Desmond, Sheriff (Excused)

CORRECTIONS: Boarding (Report attached) for June \$74,560 (estimated).

MOTION made by McAllister to Adjourn at 5:20 pm;

2nd by Bleau.

All in favor, None opposed; **CARRIED**.

Respectfully Submitted by: Colleen Fullford, 07/14/2015.

**Special Law Enforcement and Judicial Committee Meeting
July 17, 2015**

Committee Members in Attendance: Larry Bradt; Amber Bleau; Bill Federice; Shawn Smith

Excused: Earl VanWormer, Leo McAllister

Others Present: Tony Desmond

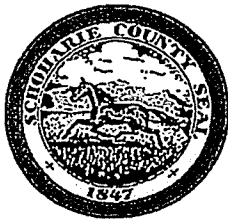
Mr. Federice called the meeting to order at 9:01 a.m.

Backfill of Full Time Dispatcher Position

Sheriff Desmond advised that the issue of backfilling the full time dispatcher position had been overlooked at the regular July Law Enforcement Committee meeting. The Personnel Committee approved backfill of the position at its July meeting and the position is in his budget.

Motion to approve backfilling the full time dispatcher position made by Ms. Bleau, seconded by Mr. Bradt. Motion carried.

Motion to adjourn made by Ms. Bleau, seconded by Mr. Bradt. Motion carried and the meeting adjourned at 9:03 a.m.



SCHOHARIE COUNTY DEPARTMENT OF HEALTH

284 MAIN STREET, P.O. BOX 667 SCHOHARIE, NY 12157
TEL: (518) 295-8365 FAX: (518) 295-8327 HEALTH@CO.SCHOHARIE.NY.US

Dr. Amy E. Gildemeister, Ph. D.
Director of Public Health

Public Health Committee Minutes July 14, 2015

Supervisors in attendance: Phil Skoefoe, Carl Barbic, James Buzon, Amber Bleau, Dr. Amy Gildemeister

The Health Department portion of the meeting was called to order at 5:11 PM by Supervisor Skoefoe.

NYS Health Innovation Plan:

Dr. Gildemeister presented an overview of the NYS Health Innovation Plan. This plan is a major reform of how health care is provided and paid for. Making the cost of and quality of care transparent is one of the goals as well as moving towards paying for preventative care as a means of improving outcomes.

DSRIP is the main mechanism by which New York State will implement the Medicaid Redesign Team (MRT) Waiver Amendment. DSRIP's purpose is to fundamentally restructure the health care delivery system by reinvesting in the Medicaid program, with the primary goal of reducing avoidable hospital use by 25% over 5 years. Up to \$6.42 billion dollars are allocated to this program with payouts based upon achieving predefined results in system transformation, clinical management and population health.

PHIP is a program designed to coordinate county and regional programs that target chronic disease by improving health behaviors, socioeconomic factors, and issues with the physical environment. Dr. Gildemeister, Bonnie Post, and Paul Brady are all on the Board of Directors for our regional PHIP. Funding for PHIP is \$1.2 million.

Schoharie Fresh:

Dr. Gildemeister is proposing that the county office building be a drop off point for the Schoharie Fresh service. Schoharie Fresh is a non-profit organization that allows online ordering and centralized delivery of farmer's market goods. This would increase access by county employees to fresh vegetables and would also help support our local farms. The board would like additional information about how the service would work and expressed concerns about liability. Dr. Gildemeister will bring more information to the next meeting.

Transportation bid:

We have only received one bid for EI/Preschool transportation this year. We sent the bid out to numerous transportation companies and followed up with a phone call to make sure the packets were received. The only bid received was from Coxsackie Transport. The cost of transportation through this vendor has increased dramatically over the last three years. The increase in charges for 2013/2014 was approximately 25%. There was then an additional increase of more than 50% for 2014/2015. Bill from Coxsackie Transport was present at the meeting and asked to speak to the board to explain the increases.

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He indicated that the increased costs were due to specialized training and licensing for drivers, Worker's Compensation, insurance and additional equipment. He stated that there are limits on the number of children that can be put into the vehicle with car seats which means there have to be more routes and vehicles. He would like us to sign a three year contract that offers small discounts (4% for the first child on a route and 5.5% for each additional child on that route) but the price would be fixed for that time period even if fuel costs rise. Dr. Gildemeister presented the board with cost comparison information from other counties. Dr. Gildemeister feels that we should only sign a one year contract and work to find more cost efficient options before the contract is renewed in 2016. The present contract expires at the end of August. The board requested more information about the transportation reimbursement rates from the state. They indicated that they would like Dr. Gildemeister and Cossackie Transport to meet and try to work out a compromise. They would like Dr. Gildemeister to come back to the board next month with a recommendation.

Dental Health Grant:

A motion was offered by Supervisor Bleau to approve the one year Dental Health Grant. Supervisor Buzon seconded. Motion carried.

Ebola Preparedness:

A budget line needs to be created for Ebola Preparedness. Dr. Amy will bring the appropriation line request to the Finance Committee.

Executive Session:

Supervisor Buzon motioned to move into Executive Session to discuss mileage reimbursements. Supervisor Bleau seconded. Motion carried and the board moved into Executive Session at 6:10 PM.

Adjournment:

The Board immediately adjourned after the conclusion of the Executive Session. Supervisor Bleau motioned to adjourn, Supervisor Buzon seconded. Motion carried and meeting adjourned at 6:40PM.

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RULES MINUTES

July 17, 2015

Committee members present: Jim Buzon, Chairman, Amber Bleau, Bill Federice, Shawn Smith, Larry Bradt, Phil Skowfoe, Harold Vroman

Excused: Sean Jordan

Others present: Barb Schaffer, Christine Kramer, Nancy Dingee, Tony Desmond and Judi Beeler

Chairman Buzon called meeting to order at 8:30 am.

Discussion on changes to the Policy & Procedures Manual

1.6 "All repairs to county vehicles will be performed by Department of Public Works. Any outside repairs need to be authorized by the Fleet Coordinator before they are performed."

- Add "with the exception of Public Transportation".

1.7 "All vehicle purchasing/ordering will be done through Department of Public Works."

- Add "with the exception of Public Transportation."

Motion to approve changes to 1.6 and 1.7 made by Mr. Federice, seconded by Mr. S. Smith. Motion carried.

3.1 Purchasing & Procurement

- Estimated Amount of Public Works Contract Method - add "Public Transportation" to "Purchases over \$2500 must be approved by the county finance committee and full board of supervisors: except DPW county fleet - maintenance, parts, etc."

-

Motion to approve changes to 3.1 made by Mr. S. Smith, seconded by Mr. Federice. Motion carried.

State Comptroller recommendations

- Have a thorough understanding of contracts prior to approving them.
- Create policies and procedures relating to monitoring projects, even if some oversight has been delegated. These procedures should include, at a minimum:
 - Ensuring work is performed in accordance with contracts prior to payment and report any variances to the Board in a timely manner.
 - Tracking the percentage of completion, calendar days and budget-versus-actual disbursements.
 - Establishing clear communication expectations between project manager(s), contracted third parties and the Board.
- Develop controls to ensure approval of any changes to contracts, discuss implications of such changes and address such changes to avoid unnecessary expenditures and/or delays.

8:35 a.m. Mr. Bradt arrives.

Ms. Schaffer advised she has put out feelers to several companies for the appropriate language to incorporate these recommendations into the Policies and Procedures. Mr. Buzon noted that the current use of a Clerk of the Works helps to address some of the issues. This should also be addressed to the County Administrator once hired.

Discussion on changes to the Rules of Order and Procedure of the Board of Supervisors

Rule 1 - Organization Meeting

- Next to last paragraph, move "Clerk of the Board of Supervisors (County Law, Section 475)" to last paragraph. The Clerk of the Board is a 2-year term; this paragraph is for 1-year term appointments.

Ms. Bleau remarked a resolution had been previously adopted making this change.

Rule 9 - Order of Business

- #2 - Invocation or Salute to the Flag - currently doing both; need to change "to" to "and".

Consensus of the committee is to make this change to Rule 9.

Rule 24 - Standing Committees

- "Standing Committees shall consist of not less than three nor more than seven members...." Currently, there are eight members on the Rules Committee.

8:45 a.m. Mr. Skowfoe arrives.

Mr. Buzon advised he would bring this up at the Board meeting during committee reports and ask one of the members if they were willing to resign. He also advised that both the Finance/Solid Waste and Personnel Committees while only having seven members have a total weighted vote of 1587, which is well over the 1488 majority vote. Therefore, decisions made at those committees could keep issues from coming to the full Board. Mr. Vroman noted that at the committee level each supervisor only has one vote.

Mr. Buzon remarked committee sizes need to be reviewed. It is difficult to obtain a quorum on some of the larger committees. Prior to 2011, committee sizes were five or six members each. After 2011, committee sizes began to grow and are now mainly six or seven members.

Discussion as to whether or not the Fleet Coordinator job description needs to be changed. Currently, it states the Public Transportation mechanics take direction from him when in reality; they are taking direction from the Director of Public Transportation.

Mr. Skowfoe advised that transportation was separated from DPW because they have different hours to accommodate the bus runs, which do not coincide with DPW's hours.

The committee recommended this issue be discussed with the Highway/Transportation Committee for a decision and then come back to Rules.

Next meeting was set for Friday, July 24th at 8:00 a.m.

Motion to adjourn made by Ms. Bleau and seconded by Mr. S. Smith. Motion carried. The meeting adjourned at 9:00 am.

**MINUTES - HUMAN SERVICES COMMITTEE (Social Services and Veterans)
of the SCHOHARIE COUNTY BOARD OF SUPERVISORS
July 14, 2015**

Committee Members Present:

Supervisor J. Carl Barbic, Supervisor Phil Skowfoe,
Supervisor James Buzon, Supervisor Amber Bleau

Also in Attendance:

DSS Commissioner Paul Brady, Ruey Schell

The regular monthly meeting of the Human Services Committee (Social Services and Veterans) of the Schoharie County Board of Supervisors was held on July 14, 2015, in the Schoharie County Office Building. Supervisor Skowfoe called the meeting to order at 5:08 pm. A quorum was present.

I. SOCIAL SERVICES

- **Personnel:**

- **Backfill** - Moved by Supervisor Buzon seconded by Supervisor Bleau that the Human Services Committee recommend to the Finance and Personnel Committees the backfill of a part-time Social Welfare Examiner position in the Department of Social Services budget for a temporary period for training purposes. **Motion carried unanimously.**

- **Budget Amendments/Transfers:**

- **Moved** by Supervisor Bleau seconded by Supervisor Buzon that the Human Services Committee recommend to the Finance Committee approval of the below listed transfers in the Department of Social Services budget. Voice Vote taken. **Motion carried unanimously.**

1. **Transfers**
FROM:

TO:

AMOUNT:

A.6010.1382 SWE, G11	A.6010.1303 Prin SWE, G18	\$ 3,731.00
A.6010.1382 SWE, G11	A.6010.1343 SWE, G11	\$ 2,717.00
A.6010.1318 Prin. ACT, G10	A.6010.1317 Deputy Commissioner	\$17,072.00
A.6010.1397 Accounting Sup, G17	A.6010.1330 Sr. SWE, G13	\$ 4,389.00
A.6102.4638 MMIS	A.6119.4528 Foster Care Misc. Expense	\$ 7,000.00

- **Old Business:** None

- **New Business:** None

-

There being no further business, a motion was made by Supervisor Bleau and seconded by Supervisor Buzon for the meeting to adjourn. The meeting ended at 5:12 pm.

Respectfully submitted

Ruey Schell

Radio & Emergency Services Committee Minutes

Meeting Date: 07/07/2015

Supervisors Present: Federice (Chair), Bleau, McAllister, B. Smith
Excused: McAllister, S.Smith, VanWormer

Other Present: Bradt, Fullford, Hartzel, Haverly, Radliff

SHERIFF'S OFFICE

Ron Stevens, Undersheriff

Researched AVL's further with the assistance of S.Haverly, IT Director and have found a vendor on state contract that meets our needs. We are waiting to determine how many of each type of units are needed to be purchased as they are different prices. We have grant money that will be used for this and must be used by the end of August 2015. Law Enforcement (LETPP Grant). We are going to buy the hardware for Cobleskill Police as well, which is what the grant is intended for – all police agencies in the county. No cost share for the county.

The NYSP will share feed with Schoharie County; will benefit dispatch so they no longer have to poll cars, they will see where they are.

MOTION made by B.Smith to approve moving forward and spending grant money to purchase the AVL's on NYS Contract.

2nd by Bleau;

All in favor, none opposed; **PASSED**.

McAllister: You'll have the actual \$ figures for us next month?

Stevens: Yes, I apologize, but we are trying to determine which types of AVL's are needed for each vehicle/department. The cost of each AVL depends on the type. I need to finalize the numbers and get that information to you as soon as possible.

Federice: How much money is in the grant?

Stevens: \$23,000 (roughly). If there is any money left, with your authority, we will purchase additional P25 compliant radios, which is mandated by NYSDHSES. We do not have P25 compliant radios at this

time. Once we obtain new radios, our older radios may be reassigned to other departments in the county.

That is all I have unless you have questions for me.

B.Smith: I wanted to know if you found anything out about the new tower on Kelsey Hill Road in the town of Broome? We discussed looking into that for emergency services.

Stevens: I will look into that further tomorrow. I've discussed this with Pittsfield Communications about Livingstonville. Hopefully we can get approval, and I'll find some grant money to purchase radios to go on there. Is that a Verizon tower?

B.Smith: Yes. What about the new tower on Bellingers?

Stevens: I don't think it's activated.

Federice: I believe it was built without customers, and they haven't been successful getting customers. This is just here-say though.

Thank you everyone.

OFFICE OF EMERGENCY SERVICES (see attached Report)

Michael Hartzel, Director

SCARSA wants to continue to meet with us at OES in addition to their monthly meeting. We continue to discuss mutual aid toning in the county and try to make response time quicker. We'd like to start dispatching mutual aid on the 3rd tone. I'll work with dispatch to get this in place. SCARSA continues to have some issues, but they are going in the right direction.

EMS Branch

See attached Report for Details.

We have our new employee, Tom Shilde, who is doing well so far. Interviews will be conducted for the 4th position in the next few weeks.

Tough year for EMS this year; lots of changes. Fuel Bill for EMS was cut substantially so far this year by using the OES office as the EMS home base. At the end of May this year, fuel costs are +/- \$4,000 used. If we use a similar amount for the rest of the year, we will have saved +/- \$14,000 in fuel this year. The ALS employees have really embraced the changes that were made and are doing a great job.

We are also having issues with Rural Metro responding in the county when our Paramedics are unavailable; they just don't have enough assets in county. Working with RM to try to get another ambulance in county.

Emergency Management Branch

See attached Report for details.

We met with stakeholders for the High Water Exercise After Action Review and Improvement Plan (AAR/IP). Should be finalized soon; we'll share as soon as available.

Working with Cobleskill Regional Hospital on a full scale Mass Casualty Incident (MCI) in September/October. We're looking at a potential bus accident with 20-30 victims, a triage area, decontamination, and other transportation for patients. Still working on details.

Met with Real Property to discuss mass notification sent out to Central Bridge Water District in which a resident who was not in the district received the message and was not happy. We would rather reach more people than not enough, but we will work with Planning to create lists of water/wastewater districts. Discussed GIS layers available and will share.

We are currently going to NY-Alert with our E911 database. It is a savings of roughly \$5,000 a year. It's a free service hosted by NYS DHSES. It also includes a mobile application that could allow us to send notifications from the field if needed. Example: Police action asking that residents stay in their homes in a certain area; Undersheriff Stevens would be able to alert those residents right from his phone.

Fullford: We also have uploaded our 24/7 contact information for EOC Contacts and County Employees. So if the Chairman of the Board needs to contact all county employees in emergency, we can do that.

Fire Service Branch

See attached Report for Details.

We are asking your permission to apply for a \$68,000 regional Hazardous Materials grant with Montgomery and Fulton Counties. Schoharie County is in charge of the grant, but we have a regional HazMat team.

MOTION made by Bleau to approve the application of the \$68,000 Regional Hazardous Material Grant;

2nd by McAllister;

All Agree, None Opposed; **PASSED**

I'll mention again that we will be looking to do some more work on the Fire Training Center. We were reimbursed the \$250,000 grant from the Dormitory Authority and we'd like to tap into that money to make improvements that have not been done yet. We will be adding this to the budget for next year, and would like your support on this.

Estimated Well/Septic: \$50,000; Lighting: \$7,500; REQUIRED Inspection/Maintenance: \$7,500; equaling a total \$65,000.

We need to start putting money in each year to maintain the center, so I'll start in the next budget process, but I'm looking for your approval and insight/advice on how to address these issues.

Bleau: IF the Jail were there couldn't we save the \$50,000 water/sewer?

Hartzel: I do what you ask of me; not make decisions. There are benefits to our first responders in having the jail there. Remember that the Public Safety Facility was a PSAP, and Emergency Operations Center as well as a jail.

Safety Branch

See attached Report for Details.

Conducted several training events this past month.

Continues planning for the Safety Fair.

Administered the BOCES First Aid/CPR Final Exam.

That's all we have unless you have questions.

B.Smith: Back to the Fire Training Center; what direction are we going to recommend taking?

Federice: We could endorse this, but he still would have to go through the budget process for 2016.

B.Smith: I think the facility is well underfunded and we need to commit more funding for the facility. I would like to put more money in than they ask. I believe it should be paved as well. We haven't spent the money that should have been spent to make the facility the best it should be to have properly trained volunteers. When was it built?

Fullford: Site development started in 2008/09 and the facility was open in 2011 (from Brisley).

Hartzel: I believe that volunteers should be supported and taken care of. They are a valuable asset to the county. I would like to ask for approval to use the money saved on fuel this year to pay the \$7,500 for lighting, but I'm not ready to do that yet. I would also ask for your approval to complete the water/sewer in the budget for next year.

I will get a plan of action put together for you with quotes so we can decide what needs to be done this year versus next.

B.Smith: Lastly, I received a letter in my mailbox? Do we need to discuss in executive session, or has this been handled?

Federice: This has been discussed and handled.

Hartzel: I brought it to Mr. Federice immediately, and we took care of it.

MOTION made by B.Smith to Close Meeting; 2nd by Bleau;

All in favor, None opposed.

Meeting Closed at 6:15pm

Respectfully Submitted by Colleen Fullford, EM Coordinator

FLOOD COMMITTEE MEETING
June 23, 2015

Present: Jim Buzon, Phil Skowfoe, Bill Smith, Shawn Smith, Tony VanGlad, , Earl VanWormer, Gail Shaffer, Richard Mix, Doug VanDeusen, Mike Hartzel, Dan Crandell, Shane Nickle, Don Airey, Peter Nichols, Tom Lacko, Joe Conneely

Excused: Gene Milone

Called to order at 5:05 pm.

Doug VanDeusen and Dan Crandell, EWP - see attached

- No changes in change orders/cash flow/budgets since meeting on Friday

Mr. Buzon - We decided as a full board to tear down the cabin in the creek. Hold AECOM/Hubbell (Line Creek Project Contractor) harmless in relocation to cabin. Clerk of the Board forwarded the motion that the board made to Fanny Mae.

Mr. Crandell – Based on discussions with AECOM, I expect the Contractor to be there late this week or early next week.

Mr. VanDeusen - NRCS expressed concerns with ongoing work that is yet to be approved by NRCS and/or repairs completed in some of the areas damaged by spring run-off. These issues will be discussed at a different time and different place.

Mr. Skowfoe - Not comfortable with that.

Mr. VanDeusen - The Board Chairman stated that would be discussed in executive session on June 30th at a special board meeting.

Mr. Skowfoe - We can't wait until the 30th to discuss, when that is the deadline.

Mr. VanWormer - I think that Phil Skowfoe is right.

Mr. Buzon - We will finish the agenda then go into executive session.

Peter Nichols, Soil & Water - see attached

- Schoharie Creek Flood Study - selected Milone and Macbroom (MMI)

Discussion on how and why MMI was chosen above the others.

- There are extra copies of RFPs in the Clerk of the Boards office if you would like to see them
- Started putting in stream gages today

Mr. VanGlad - How does the concrete work?

Mr. Nichols - Fine.

Mr. VanWormer - It has been suggested by Pete to put up a kiosk with information near the stream gages. I hope that the board will support that effort to help educate the public.

Shane Nickle, Planning - see attached

- June 30th deadline approaching - will meet all deadlines except those with asbestos abatement issues

Discussion on Valley Bible Baptist Church in Middleburgh area.

- June 9 - NYC Watershed meeting in Conesville
- July 1 - NY Rising meeting set up with Lillian

Mike Hartzel, Emergency Services

- July 9 - Gilboa Dam tour is scheduled
- Sirens - Amy Wayman from dispatch is sending me reports on working and non working sirens, going well

Mr. VanGlad - Can sirens be programmed for tornado or something?

Mr. Hartzel - I don't feel it is a good idea because the media can't decide when a tornado is coming. How could I decide on the sirens?

Mr. Buzon - Received a bill from Harris & Beach in May for \$2607. I would like to discuss some charges on the bill. I would like to contact them about this bill.

Motion by VanGlad, seconded by S. Smith, for Mr. Buzon to contact Harris & Beach to research and negotiate bill that was received in May 2015. Carried.

Mr. VanGlad - If we don't hear anything on DEP letter then should bring a copy to Paul Rush on the dam tour.

Mr. Nichols - Stream gages have software attached to them. There is maintenance on them for approximately \$1000 per year. The fee is included in the first year. DCC offered to donate the \$1000 for the second year software licensing.

Motion by Skowfoe, seconded by Buzon, to thank DCC for donating \$1000 fee for the software updates for the stream gages.

Mr. VanGlad - This is embarrassing to the County. The County government should pay for this.

Mr. VanWormer - I don't think this is embarrassing. We should accept the donation on behalf of the tax payers. This shows a willingness to work together. If they are generous enough to offer, we should be generous enough to accept.

Ms. Shaffer - The way we approached this is that we did not want it to fall through so there was no lapse.

Motion carried.

Mr. Buzon - Should still send the thank you.

Motion VanWormer, seconded VanGlad, to send approval to Finance Committee for stream gage software yearly updates at \$1000 to be considered through the budget process. Carried.

Motion by VanGlad, seconded by Skowfoe, to go into executive session to discuss NRCS contract at 5:50pm. Tom Lacko, Doug VanDeusen, Dan Crandell asked to stay. Carried.

Motion by VanWormer, seconded by Skowfoe, to come out of executive session at 6:28pm. Carried.

Motion by VanWormer, seconded by Skowfoe, for Mike West and Dick Lape to draft a letter and email it to AECOM for them to get the information needed to NRCS by June 29th, and to provide any other information weekly to both NRCS and the County. Carried.

Motion by VanWormer, seconded by S. Smith, to adjourn at 6:34pm. Carried.

Personnel Committee Minutes

July 15, 2015

Larry Bradt
Phil Skowfoe
Sandy Manko
Gene Milone
Leo McAllister
Carl Barbic
Sean Jordan

Indy Jaycox
Dick Lape
Bill Cherry
Tony Desmond
Paul Brady
Scott Haverly
Amy Gildemeister

Larry called meeting to order at 5:55 p.m.

Backfills:

Computer Programmer Analyst - **Motion by Phil - 2nd by Sandy - passed**

Part Time Social Welfare Examiner - **Motion by Gene - 2nd by Leo - passed**

New Position:

Motion made by Sandy - 2nd by Carl to fill a position in the Sheriff's Department for Emergency Service Dispatcher - full time. Passed

County Administrator time line discussion with interview dates set by Personnel Committee:
August 17 & 18 from 5 - 7 p.m.

Interviews for finalist on the 21st of August by the full Board of Supervisor's

Motion made by Sandy - 2nd by Phil to go into Executive Session

Motion made by Gene - 2nd by Sean to come out of Executive Session

Motions to adjourn made by Gene - 2nd by Leo

Adjourned at 6:27 p.m.

Barb

